

STORM PREPARATION CHECKLIST FOR COAST GUARD COTP

A. **Hurricane SEASONAL ALERT:** A seasonal alert during which a hurricane can be expected to occur. This alert condition is automatically set on June 1st and remains in effect through November 30th, unless otherwise established.

- _____ Review this plan to ensure familiarity upon setting Hurricane SEASONAL ALERT.
- _____ Conduct plan review prior to May 1st. Ensure updates are provided to all plan holders.
- _____ Incorporate any changes, updates or suggestions to this plan based on suggestions by industry and community prior to May 15th.
- _____ Work with port community to identify any problems noted that would prevent or limit preparedness for the hurricane; determine potential problems or conditions that cannot be mitigated within 72 hours
- _____ Sponsor a hurricane preparedness meeting at the end of May to ensure maritime communities are familiar with the plan.
- _____ Notify the maritime community of the beginning of hurricane season by either a Marine Safety Information Bulletin (MSIB) or other means. Where possible, any changes to the hurricane plan will be forwarded at the same time.
- _____ Send seasonal alert attainment message to D5 on June 1st.

B. **Port Condition WHISKEY (72-Hour Alert):** The COTP normally sets this condition 72 hours before the expected arrival of gale force winds (34 knots or 39 mph) at Frying Pan Shoals Buoy #7.

- _____ Monitor the approach of the hurricane as broadcast by the National Weather Service (NWS). Utilize the web pages for the National Weather Service (www.nwsilm.wilmington.net/) and the National Hurricane Center (www.nhc.noaa.gov/).
- _____ Issue a Broadcast Notice to Mariners (BNTM) and Marine Safety Information Bulletins (MSIB) setting Port Condition WHISKEY.
- _____ Host a meeting to coordinate the use of resources needed to move and assist vessels in port, determine berthing priorities and determine which anchorages are available for use as designated commercial vessel hurricane anchorages. At a minimum, representatives of the Pilot's Associations, towing companies, Military Ocean Terminal Sunny Point,

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Port Authorities, Army Corps of Engineers (ACOE) and Military Sealift Command should attend.

- _____ Increase harbor patrols to identify potential hazardous conditions that cannot be corrected within 48 hours. Conditions requiring correction will be documented on, and correction required by, a COTP order issued to the vessel and/or facility operators, paying particular attention to vessels under repair or otherwise restricted in their ability to maneuver.
- _____ Increase oversight of Advance Notices of Arrival to identify any potential need for assistance and adverse impact on port operations. Coordinate with the Pilot's Associations, agents and industry representatives to provide information on vessel location, cargo, destination and estimated times of arrival and departure of vessels. Consider restrictions for the operations of, or denial of entry into the port to vessels transporting oil or certain hazardous materials.
- _____ Coordinate with ACOE to identify the status and location of dredges operating within the zone.
- _____ Ensure representatives for laid-up vessels are taking appropriate actions.
- _____ Based on forecasted track, establish time for suspension of offshore lightering operations.
- _____ Coordinate distribution for application to remain in port to all self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT.

C. Port Condition **X-RAY** (48-Hour Alert): The COTP normally sets this condition 48 hours before the expected arrival of gale force winds at Frying Pan Shoals Buoy #7.

- _____ Establish Crisis Action Center with Corps of Engineers. Provide contact numbers to port community via Marine Safety Information Bulletin.
- _____ Identify local towing companies available for emergency assistance needed by vessels unable to depart the port.
- _____ Consult with ACOE on status of dredging operations and issue COTP orders where needed to require dredges, dredge pipelines and support vessels to move clear of navigable channels and seek sheltered moorings.
- _____ Evaluate applications to remain in port from all self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT.

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D. Port Condition YANKEE (27-Hour Alert): The COTP normally sets this condition 27 hours before the expected arrival of gale force winds at Frying Pan Shoals Buoy #7.

THE DESIGNATED WATERS OF THE COTP WILMINGTON ZONE, INCLUDING WILMINGTON, MOREHEAD CITY, THE INTRACOASTAL WATERWAY AND INLETS, ARE CLOSED TO INBOUND TRAFFIC.

- _____ Anticipate closure of the port when Port Condition ZULU is set.
- _____ Monitor vessel movements. All commercial vessel traffic must be completely secured at their moorings or have cleared the sea buoy at least 15 hours prior to gale force winds at Frying Pan Shoals buoy #7.
- _____ Inspect vessels approved to remain at their berth for proper mooring, manning levels and stowage practices, and ensure all other vessels have departed.
- _____ Conduct harbor patrols to address any remaining discrepancies. Issue COTP orders to vessels or facilities that refuse to follow the safety recommendations and fail to make adequate preparations.

E. Port Condition ZULU (15-Hour Alert): The COTP normally sets this condition 15 hours before the expected arrival of gale force winds at Frying Pan Shoals Buoy #7.

THE DESIGNATED WATERS OF THE COTP WILMINGTON ZONE, INCLUDING WILMINGTON, MOREHEAD CITY, THE INTRACOASTAL WATERWAY AND INLETS, ARE CLOSED TO INBOUND AND OUTBOUND TRAFFIC.

- _____ Curtail regular operations as applicable; notify facilities, vessels and agents to cease cargo and bunker handling operations.
- _____ Establish a safety zone to close all waters within the COTP Wilmington Zone, to remain in effect until terminated by the Captain of the Port. Vessel movements without specific authorization from COTP Wilmington are prohibited. Permission for vessels to move within the port may be granted up until 12 hours before the projected arrival of hurricane force winds at Frying Pan Shoals Buoy #7.
- _____ Maintain close contact with maritime industry to advise of any unusual or dangerous situations. Identify any problems noted that will prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated.

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_____ Make final inventory of vessels in port.

_____ Activate an alternate Operations Center (if necessary), and provide the port community with emergency contact information. Maintain regular communications with emergency management agencies.